

- (B) the Chief of Police is notified at least thirty-six (36) hours in advance of the commencement of the Demonstration; and,
 - (5) film-making activities conducted under the aegis of the Motion Picture and Television Bureau of the San Diego Chamber of Commerce, or successor agency, when provisions for cost recovery for City support services have been made.
- (“Exceptions to Special Event Permit Requirement” added 11-18-1997 by O-18439 N.S.)*

§22.4006 Issuance of a Special Event Permit Does Not Obligate City Services

- (a) Issuance of a Special Event Permit to this Division does not obligate or require the City Manager to provide City services, equipment or personnel in support of an Event.
- (b) Subject to approval of the City Council, the City Manager may provide City services, equipment, or personnel for Commercial Special Events. Approval of the City Council is not required for the City Manager to provide City services, equipment, or personnel for a Commercial Special Event, if the City Manager makes provisions with the Event Organizer for cost recovery or revenue sharing, or both, from the Event.
- (c) Without Council authorization, the City Manager may provide City services, equipment or personnel in direct support of a Non-commercial Special Event, if the cost to the City does not exceed one thousand dollars (\$3,000.00) for the entire Event, if the cost is within budget limitations, and if the City Manager finds that a public purpose will be served. The City Manager may find that a public purpose is served if all five of the factors provided in Section 22.4006(c)(1)—(5) are met:
 - (1) The Event is organized and conducted by a Tax-exempt Non-profit Organization which operates from or provides services within the City or County of San Diego; and,
 - (2) the Event provides a benefit to the general public; and,
 - (3) the Event includes participation by the general public (notwithstanding an admission or participation fee); and
 - (4) provision of City services will result in improved crowd or Event control and general public safety.

- (5) The Event Organizer agrees to reimburse the City for the cost of City Services exceeding one thousand dollars based on the provisions of Section 22.4022.

(Amended 8-4-2003 by O-19205 N.S.)

§22.4007 Priority of Special Event Permit Issuance

Except for Events sponsored by the City, and wherever possible, priority shall be given for the issuance of a Special Event Permit to local Tax-exempt Non-profit Organizations operating in and providing services to the citizens of the City or County of San Diego.

(“Priority of Special Event Permit Issuance” added 11-18-1997 by O-18439 N.S.)

§22.4008 Use of City Seal or Name

- (a) The City Manager is authorized to issue a Special Event Permit for any Event whose title or theme will use the City seal or the words “The City of San Diego,” “City of San Diego,” or any similar combination or facsimile that would reasonable imply an official endorsement of the Event by the City, provided that revenue sharing by the Event Organizer is required as a condition of such approval.
- (b) Prior authorization from the City Manager is required for an Event Organizer to use the words “The City of San Diego” or “City of San Diego,” or a facsimile of the seal of the City of San Diego, in the title of a Special Event.

(“Use of City Seal or Name” added 11-18-1997 by O-18439 N.S.)

§22.4009 Time for Filing Application for Special Event Permit; Time for Notifying City Manager of Demonstration

- (a) Except for Special Events at the San Diego Convention Center, the Convention and Performing Arts Center, or QUALCOMM Stadium, and application for a Special Event Permit shall be filed with the City Manager not less than sixty (60) calendar days, nor more than two (2) years, before the time when it is proposed to conduct the Special Event.
- (b) Applications for Special Events at City public facilities, such as the San Diego Convention Center, the Convention and Performing Arts Center, PETCO Park, as defined in section 59.0101, and QUALCOMM Stadium, as defined in section 59.0101, shall be submitted in accordance with the time limits and procedures established by the City Manager for such facilities.

- (c) Any Person organizing a Demonstration shall notify the City Manager not less than ten (10) calendar days before the time when it is proposed to conduct the Demonstration.

(Amended 2-9-2004 by O-19260 N.S.)

§22.4010 When Application for Special Event Permit Is Deemed Complete

An application for a Special Event Permit is deemed completed when the applicant has provided all of the information required in Section 22.4012 including any additional information required by the City Manager, and the application has been approved by any City department designated by the City Manager.

(“When Application for Special Event Permit Is Deemed Complete” added 11-18-1997 by O-18439 N.S.)

§22.4011 Date of Special Event Not Confirmed Until Permit Issued

Notwithstanding the City Manager’s acceptance of a completed application, no date shall be considered confirmed until a Special Event Permit is issued.

(“Date of Special Event Not Confirmed Until Permit Issued” added 11-18-1997 by O-18439 N.S.)

§22.4012 Content of Special Event Permit Application

The application for a Special Event Permit may include the following:

- (a) the name, address and telephone number of the applicant; and,
- (b) a certification that the applicant will be financially responsible for any City fees or costs that may be imposed for the Event; and,
- (c) the name, address and telephone number of the Event Organizer, if any, and the chief officer of the Event Organizer, if any; and,
- (d) the name, address and telephone number of the Event Organizer, if any, and the chief officer of the Event Organizer, if any; and,
- (e) if the Special Event is designed to be held by, on behalf of, or for any organization other than the applicant, the applicant for the Special Event Permit shall file a written communication from such organization:

- (1) authorizing the applicant to apply for the Special Event Permit on its behalf; and,
- (2) certifying that the applicant will be financially responsible for any costs or fees that may be imposed for the Event; and,
- (f) a copy of the tax exemption letter issued for any applicant claiming to be a Tax-exempt Non-profit Organization; and,
- (g) a statement of the purpose of the Special Event; and,
- (h) a statement of fees to be charged for the Special Event; and,
- (i) the proposed location for the Special Event; and,
- (j) the date and times when the Special Event is to be conducted; and,
- (k) the approximate times when assembly for, and disbanding of, the Special Event is to take place; and,
- (l) the proposed locations of the assembly or production area; and,
- (m) the specific proposed site or route, including a map and written narrative of the route; and,
- (n) the proposed site of any reviewing stands; and,
- (o) the proposed site for any disbanding area; and,
- (p) proposed alternate routes, sites or times, where applicable; and,
- (q) the approximate number of Persons, animals or vehicles that will constitute the Special Event; and,
- (r) the kinds of animals anticipated to be part of the Special Event; and,
- (s) a description of the types of vehicles to be used in the Special Event; and,
- (t) the number of bands or other musical units and the nature of any equipment to be used to produce sounds or noise; and,
- (u) the number and location of portable sanitation facilities; and,